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DDA 86-1796
24 October 1986

MEMORANDUM FOR: Director of Central Intelligence

FROM: William F. Donnelly
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 24 October 1986

1. The first use of the Headquarters Cable TV system for information technology video seminars will begin on 3 November. The first seminar is a seven-part program on Artificial Intelligence (AI) which will explore the application of AI in today's corporate environment. The second seminar is a six-part series examining the role of information engineering in managing a corporation's information resources.

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3. In support of the overall Agency contingency communications program, OC has leased two new portable man-pack satellite terminals. This new terminal is a lightweight transportable communications system that is capable of providing long-distance telephone service, telex, and data communications anywhere in the world.

4. An Office of Medical Services officer has departed for a two-month TDY to develop a medical support program in Southeast Asia. This will include providing medical training, establishing a medical supply system, and constructing hospitals and clinics as needed.

5. Office of Equal Employment Opportunity (EEO) representatives attended the National Society of Black Engineers Job Fair at George Washington University. Twelve interviews were conducted and six Personal History Statement packages were provided. An EEO representative also attended the

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Louisville Defender Newspaper Minority Consumer EXPO '86, where various Agency career opportunities were discussed with high school and college students. CIA was presented a plaque in appreciation of our support of the EXPO during the eight years we have participated.

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7. In early 1987, the Office of Personnel will launch a series of three financial seminars geared toward employees in lower income brackets. These seminars will address topics such as basic budgeting, effective use of credit, and debt management.

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9. The first offering of an Outward Bound course for SIS officers was held at the Hurricane Island Outward Bound School, Rockland, Maine, 5-10 October 1986. Eleven senior officers representing all Directorates participated in the program.

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12. OL representatives and OTE are in negotiations to expand Agency academic relations with Harvard University's John F. Kennedy School of Government. These discussions stem from an initiative of the DDCI resulting from his February 1986 visit to Harvard. The contract is to be awarded in time for the start of the spring term in early January 1987.

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13. On 17 October, seven security officers completed the Protective Officers Training Course and have since been assigned to the DCI Protective Staff.

14. On 16 October, twenty-two security officers completed the weapons and surveillance segment of the Security Officer Training Program (SOTP). Following additional training these personnel will be assigned to the field.

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William F. Donnelly

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